 MAINE DEPARTMENT OF TRANSPORTATION

and

 AMERICAN COUNCIL OF ENGINEERING COMPANIES

Quarterly Meeting

February 22, 2021 – 1:30 to 3:00

Meeting Minutes

* Introductions
* Review minutes – October 21, 2019
* Review agenda
	+ ACEC Maine will be updating all of the Taskforce and Subcommittee meeting minutes.
* MaineDOT Updates (Including personnel changes)
	+ Property Office – Heath Cowan
		- * Right of Way Process –
			* SPO for Highway Brian Sanderson
			* Greg Miller new Mapper for Region 2
			* Have hired additional appraisers
			* Plan Impacts Complete Milestone - Table 2-3 outlines what is necessary for PIC. Any changes after PIC need to be brought to the attention of and highlighted to the teams. What hasn’t been coming with that is where the changes are located. Designers need to provided areas where changes have been made.
			* Small Jobs – Helpful if MaineDOT can go back and grab existing ROW to work off the same baselines for future.
			* Diana Grady is retiring in a few months. MaineDOT has been asking Mappers to write the condemnations. Describe baselines earlier to avoid re-work. As they move into this change, MaineDOT asks consultants to assist in making sure PIC are as complete as possible.
	+ Bridge – Wayne Frankhauser
		- * Leanne Timberlake – Retired
			* Leon Boucher – Left
			* Gary Libby – added as second utility coordinator
			* Field Staff – Reg. 4 and 5 lost three field staff Brian Marque, Paul Lafores, Troy DeVoe.
			* Madawaska International Bridge – RFP
			* 20/21 very busy years, 40 Projects just under $180 M this year in addition to 10 grant projects. Need to hit dates for Grant funding.
			* Blue Hill Falls and Frank J Wood will be going out.
	+ Highway – Brad Foley
		- * Luther Knox retired
			* Appraiser I position
			* Norma Gilman and Mark McCue are now Utility Coordinators
			* Dale Mayo Construction Support
			* A few newer AE’s have resigned, and positions posted.
			* PS&E of half of the projects are already complete
			* Most of assignments have been made. Some work may trickle in and they will make assignments spring/summer
			* Over 100 projects being advertised
	+ Multi-Modal – Jeff Tweedie
		- * Clerical moving on as Appraiser I in Highway Program.
			* Invoices – Keep sending to Project Managers and they are working on who will process them.
			* No other staffing changes
			* 20 or so inhouse and 20 or so LPA projects. Inhouse is mostly signal projects. LPA’s MPO’s mostly mill and fills, others include sidewalks.
			* 95% of intersection projects will be ATC projects interconnected to MaineDOT traffic control system.
	+ Construction – Scott Bickford
		- * MaineDOT has a plan in place if they get unreasonably high bids again this year and they will add them to maintenance paving. If they get reasonable bids staffing will be similar to past years. If they get high bids they will need less. If a stimulus package comes through, they will need more construction support.
			* April – is the timeframe of when they will know what their CM needs are.
	+ Contract Procurement Office – Debbi Farrell
		- * Mark McCue – Working with Highway Program
			* Sandy Randell new CPS
			* Departmentwide RFQ – Completed Prequalification phase and have posted prequal list on website. Letters have been sent out to firms. Make sure audited overhead reports are current. They are required. Currently in the Interview Phase.
			* Construction Support RFQ will be coming out in the fall.
			* Department has implemented docu-sign – no issue noted.
* CADD Subcommittee – Dale Mitchell and Jonathan French
	+ Brian Kittredge has left
	+ Jonathan French has taken over CADD managing duties.
	+ Putting out RFP for CADD migration including training. Will continue to use existing versions.
	+ Bentley Contract is expiring – Bentley will continue to allow the sale of licenses of the legacy software but will no longer be supporting it.
	+ During the migration if a firm chooses to use OpenRoads will the Department be able to use the files? Currently, MaineDOT prefers the use of InRoads and Micro Station.
	+ Workspace will evolve over time and MaineDOT hopes the first workspace be put out in 2022-23
	+ Cadd Subcommittee – Does it make sense to reinstate the CADD Subcommittee into a focused group to assist the Department during the transition.
	+ Dale will put a call out for folks who are entrenched in Open Roads, and who are working in MicroStation and In-Roads. It would be good to have members who do both bridge and highway work. Dale will coordinate with Rich Crawford and Debbi Farrell.
* Funding - Rich Crawford
	+ Workplan – Three-year workplan includes over 2180 work items totally just over $2.7 B
	+ Bonds – If bonds do not pass it will mean adjustments to the work plan. Work Plan includes just under $400 M in bonds. Commissioner is working with the Governor’s Office on a bond package. MaineDOT typically requests $100 M but is asking for $150 M.
	+ Received 45.8 m from COVID relief package. It basically offset losses from other sources.
	+ Other funding – down approximately 5% due to COVID and less VMT.
	+ Construction
		1. 2021 – Workplan with $480 M in construction just down from last year (highest year in history)
	+ Construction Staffing – Since 2018, MaineDOT has seen an increase in paving prices of over 40%. MaineDOT took a hard look at paving program and tried to simplify and develop paving strategies. MaineDOT has realigned Highway Corridor Priorities (HCP’s) to align with National Highway System. Took some lower volume HCP 3’s and moved them into HCP 4. Increase light capital paving from 600 miles to just over 715 miles. These roads will now get a treatment every seven years.
	+ Steel Prices are on the increase up 75% in the past five months. MaineDOT has included a steel escalator for Madawaska International Bridge.
	+ Fuel Prices increases – crude going up and anticipating paving could as well.
* Report from Subcommittee Co – Chairs
	+ Sub Committees will need to work on goals
	+ Sub Committee.

Bridge – has met four times over the past year. Core goals haven’t changed. Meeting by meeting discussion points have been the focus i.e. Construction Lessons learned and how they can improve as a community. Meeting minutes are being turned in and should be available to members.

Multimodal – held four virtual meetings. Provided suggestions to MaineDOT for improving delivery of LPA projects. Some suggestions were incorporated into the LPA manual. The group also made suggestions for improvements for cost estimating for LPA’s. Development of standardized Marine Specifications -has gone through one road of MaineDOT review. Plan is to finalize early in the year to add to Standard Specifications.

This year the group will gather a collection of railroad projects and special provisions to compile for future use.

Highway – Gathered two or three times to discuss how the consultants could help support the department to provide lessons learned with the goal of improving advertised products. They hope to hold a training session to share this information. MaineDOT is in the process of re-writing the drainage chapter in the highway design guide. They will need input from the consultant community to deliver the training (for MaineDOT designers and Consultants). With the virtual platform a lot more people can attend.

* Report on the next Technical Meeting – Foley/Grande/Hanf
	+ Lessons Learned Part 3 (L3) looking at sometime this summer at the next Technical Meeting.
* 2020 Calendar Year Delivery Performance Summary – Todd Pelletier
	+ The MaineDOT’s 11th year measuring delivery dates. The measurement is within 29 days of the published advertised date. 2020 was the largest year based on construction value. Even with COVID the Department finished the year at 94%. The best year on record. In addition, MaineDOT added $43 M over 20 additional projects.
	+ LPA Projects – 63% on-time delivery. Highest year ever! Huge thank you to all!
	+ Zoom Meetings/Team Meetings provide opportunity for efficiencies in scheduling meetings and keeps projects moving along.
	+ Notice of Funding Opportunities – will be part of the program moving forward.
* Every-Day Counts – State Transportation Innovation Council – Cheryl Martin
	+ Changes at FHWA – Kellen Ronski’s replaced Steven Davis. Kellen will be on professional development program for 24 months
	+ Mark Hasselmann retired
	+ Wayne Emmington – Accepted promotion to National Park Service
	+ Cheryl Martin is retiring this month.
	+ Hiring freeze has been lifted.
	+ EDC 6 launched from Dec. 8 -10, 2020.
	+ Maine State Caucus was held Dec. 18, 2020
		1. Crowd Sourcing for Advancing Operations
		2. E-ticketing
		3. Digital As-builts
		4. Ultra High-Performance Concrete
		5. Virtual Public Involvement

STIC – MaineDOT has another $100,000 to fund implementations.

* + Presentation on Maine’s Virtual Public Involvement (VPI) – Scott Rollins

Since 2018, MaineDOT has used various tools but VPI was not fully implemented. COVID required a quick response to maintain public meeting schedules.

MaineDOT is using Microsoft Team VPI

* + 1. On-Demand Public Meetings vs Live meetings, film videos and other information available for all to review.
		2. Project Manager’s name and phone numbers are available should someone not have internet.
		3. Social Media Ads
		4. Every project meeting from June is online.
		5. Intro video’s, plans etc. You can click on only the videos you want to see. You can click on map to only comment on a section of the project.
		6. Consultant Roles: Record Video’s about design, MaineDOT has examples. MaineDOT is using Zoom but looking at other platforms. Helping MaineDOT with Comments.
		7. Results: Increased engagement, reaching more people through social media outreach. Concerns for those without internet – still have phone access.
		8. PIMA Application – Web based not connected to MaineDOT servers. Can email those who made comments about changes. MaineDOT can easily go to and response to each comment.
		9. MaineDOT will continue with VPI – other than supplement with in-person meetings in areas with limited internet or Town Requests or NEPA requires in person meeting.
		10. Has there been input from the public? No negative comments.
* Next Technical meeting – Potentially end of May early June
* Next regular meeting – September 20, 2021 (need to confirm) will be ZOOM Meeting